

MEETING OF THE
BOARD OF LIBRARY TRUSTEES
SEPTEMBER 8, 2020
MINUTES

Conducted by Remote Participation

Call to Order

Chair Jonathan Gates called the meeting to order at 7:20 p.m., and in attendance were trustees Heather Calvin, Adam Delmolino, Amy Hampe, Stephen Quinlan, and Joyce Radochia. Trustee Kathy Fennelly joined the meeting at 7:29 p.m. Also in attendance were Andrea Nicolay, library director, and Anna Litten, assistant library director. Community members in attendance were Stephanie Murphy, co-manager of The Little Fox Shop, Inc. and Amanda Troha, Fox Branch Librarian. Mr. Gates shared open meeting law information as it pertains to remote meetings.

Community Time

No additional members of the community were present.

Report from the Little Fox Shop, Inc.

Ms. Murphy shared a report from the LFS, Inc. Ms. Murphy has not taken a salary during this period. The LFS has welcomed a small group of volunteers back. The Board discussed LFS projects. Ms. Murphy shared the rebranding work for the shop including a new logo and name: Fox and Robbin Shop.

Approval of August 11 Meeting Minutes (vote)

Mr. Delmolino moved to approve the minutes. Ms. Fennelly seconded the motion. Under guidance from the Attorney General's office, the Board held a roll call vote. Ms. Calvin voted aye, Mr. Gates voted aye, Ms. Hampe voted aye, Mr. Quinlan voted aye, Ms. Radochia voted aye. The Board approved the minutes as amended.

Holiday Schedule (vote)

The Board discussed the FY21 Holiday Schedule and new Massachusetts Juneteenth holiday. Ms. Nicolay will look for additional information on the Juneteenth holiday in Arlington. The Board postponed voting on the Holiday Schedule.

Restoration of Library Services Update

The Board discussed the Restoration of Library Services plan, the expanded vestibule model,

plans for pickup of materials, flow through the area, and technology appointments for patrons. The Board discussed expectations for those with medical conditions that prevent the wearing of masks, and Ms. Nicolay stated that outside service could be arranged for patrons unable to wear masks. The Board discussed community comfort level with entering public spaces.

Draft Capital Plan FY22-FY26

The Board discussed the FY22-FY26 Draft Capital Plan and the Reimagining Our Libraries project.

Preliminary Discussion of FY22 Budget

Ms. Nicolay suggested that the Board continue to advocate for additional Teen Services staffing in FY22.

Director's Report

Ms. Nicolay discussed the Director's Report, Library Grab Bags, and adding live reference services back to the library, a wheat paste mural at Fox and other issues.

Foundation Liaison Update

Ms. Calvin shared the Foundation Liaison Update. The AFL met on August 26 and approved the library's grant request for \$76,000, an 23% increase from last year. Work continues on the ALF website, the FY20 annual report, the FY21 appeal, and other projects.

Friends Liaison Updates

Ms. Radochia shared an update from the Friends of Robbins Library. The FORL will host a "Town Day Another Way" booksale of themed book bags on September 26. There was no notice of a Friends of Fox meeting.

Communications and Announcements

Mr. Gates shared that he received a check designated for the Farmer fund. Mr. Gates also shared that the Town's RFP for a new investment firm for Trust is open. Ms. Hampe raised a question regarding changes to virtual open meeting laws.

Unanticipated Items

There were no unanticipated items.

Date of Next Meeting: October 13, 2020

Adjournment (vote needed)

Mr. Delmolino moved to adjourn. The Board held a roll vote. Ms. Calvin voted aye, Ms. Fennelly voted aye, Mr. Gates voted aye, Mr.. Quinlan voted aye, Ms. Radochia voted aye. The meeting adjourned at 8:58 p.m.

Materials Distributed:

- September 8, 2020 Meeting Agenda
- August 11, 2020 Meeting Minutes
- Library Staff Holidays 2021
- Restoration of Library Services--DRAFT
- Library Capital Plan FY22-FY26
- Library Director's Report, July 2020 with July Circulation Report